COPT

Chief, Budget and Finance Branch TO

DATE: 23 October 1947

FROM

Acting Chief, Personnel Branch

SUBJECT: Leave for Suspended Employees

Reference is made to our memorandum dated 15 Cotober 1947 signed by the Assistant Chief of this Branch concerning the suspension of certain employees in this Agency.

This is to advise you that were reinstated, effective 22 October 1947. Assording to verbal **STAT** instructions from the Executive for Administration and Management, these employees will be granted annual leave and, if mesessary, advance annual leave for the period of their suspension. If the total of assumulated and advance leave for the ourrest year does not cover the period, they will be placed in a leave without pay status for the balance of their suspension.

> STAT Acting Chief, Personnel Branch

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